

TECHNICAL WORK MAY NOT BEGIN PRIOR TO CO APPROVAL

NASA/GODDARD SPACE FLIGHT CENTER

REQUEST FOR TASK PLAN / TASK ORDER

CONTRACTOR	CONTRACT NO./TASK NO.	JOB ORDER NUMBER	APPROP. FY
QSS Group, Inc.	NAS5- 99124 TASK NO. 338 AMENDMENT	422-226-11-15-89	00

TASK TITLE: (NTE 80 characters; include Project name)
Aqua Project Spacecraft/Launch Vehicle/Launch Site Integration Services

APPROVALS: (Type or print name and sign)			
ASSISTANT TECHNICAL REPRESENTATIVE (OR TASK MONITOR)	DATE	ORG CODE	MAIL CODE
Mike Donnelly <i>[Signature]</i>	8/9/00	422	422
BRANCH HEAD	DATE	CODE	PHONE
George Morrow <i>[Signature]</i>	8/9/00	422	301-286-6820
CONTRACTING OFFICER'S TECHNICAL REPRESENTATIVE (COTR)	DATE	CODE	PHONE
for Robert S. Lebar, Jr. <i>[Signature]</i> Deborah A. Clark	8/17/00	560	301-286-6588
FLIGHT HARDWARE, CRITICAL GSE OR SOFTWARE (IF YES, NEED CODE 303 CONCURRENCE NEXT BLOCK)	CONTRACTING OFFICER'S QUALITY REP.	DESIGNATED FAM:	
[X] NO [] YES	Larry Moore		

The contractor shall identify and explain the reason for any deviations, exceptions, or conditional assumptions taken with respect to this Task Order or to any of the technical requirements of the Task Order Statement of Work and related specifications. The contractor shall complete and submit the required Reps and Certs.

(To be completed by Contracting Officer)
C.O. Requested Quote on:
Date:

Contractor will develop specification or statement of work under this task for a future procurement.	[X] NO [] YES
Flight hardware will be shipped to GSFC for testing prior to final delivery.	[] NO [] YES [X] N/A
Government Furnished Property/Facilities:	[X] NO [] YES -- SEE LIST OF GFP (offsite only) / FACILITIES (onsite only)
Onsite Performance:	[X] NO [] YES If yes: [] TOTAL [] PARTIAL
If partial, indicate onsite work in SOW by asterisk (*)	
Surveillance Plan Attached:	[X] NO [] YES
Highlighted Contract Clauses:	(to be completed by Contracting Officer)

Per Clause H.14, Task Ordering Procedure, subparagraph (f), the effective date of this task order shall be 8/21/00.

INCENTIVE FEE STRUCTURE (check one)					
(See Contract NAS5-99124, Attachment K, Incentive Fee Plan)					
	<input checked="" type="checkbox"/> No. 1	<input type="checkbox"/> No. 2	<input type="checkbox"/> No. 3	<input type="checkbox"/> No. 4	<input type="checkbox"/> No. 5
Cost	10%	50%	25%	25%	%
Schedule	15%	25%	25%	50%	%
Technical	75%	25%	50%	25%	%

(To be completed by Contracting Officer)

The target cost of this task order is \$ 111,681.

The target fee of this task order is \$ 7,259.

The total target cost and target fee of this task order as contemplated by the Incentive Fee clause of this contract is \$ 118,940.

The maximum fee is \$ 10,609.

The minimum fee is \$0.

AUTHORIZED SIGNATURE:	ELIZABETH J. AUSTIN CONTRACTING OFFICER
<i>[Signature]</i>	<i>[Signature]</i>
SIGNATURE OF CONTRACTING OFFICER	DATE
	TYPED NAME OF CONTRACTING OFFICER

CONTRACTOR'S ACCEPTANCE:
AUTHORIZED SIGNATURE
DATE

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QSS Group, Inc.	NAS5- 99124	338	

Applicable paragraphs from contract Statement of Work:

STATEMENT OF WORK: (Continue on blank paper if additional space is required)

The contractor shall provide Support to the AQUA Project External Interfaces Manager during the definition implementation, coordination, and monitoring of the interface and operational requirements (both technical and non-technical/administrative) between the spacecraft, launch hardware, processing and launch facilities, and the Range at Vandenberg Air Force Base (VAFB), California.

The contractor shall review launch-related documentation for consistency with similar plans and preparations experienced on the recent Terra and L-7 missions and identifying areas where improvements might be made.

The contractor shall participate in telecons and meetings as assigned.

The interface elements defined for this activity include the GSFC Aqua Project External Interface Manager, KSC ELV Launch Services Office, TRW (S/C contractor), Boeing (LV contractor), SSI (prelaunch processing facility), and the for VAFB range facilities.

The contractor shall travel to VAFB as required for onsite monitoring of launch related activities, as assigned, with possibility of intermittent durations of approximately 2 weeks to relieve the Aqua External Interface Manager from the need to be onsite continuously while the spacecraft is at VAFB.

PERFORMANCE SPECIFICATIONS:

Documentation Review Reports: Review launch-related documentation for consistency with similar plans and preparations experienced on the recent Terra and L-7 missions and identifying areas where improvements might be made. Technical performance will be based on thoroughness and completeness of written reports. Acceptable performance is that the ATR is satisfied that the material reflects the proper level of technical expertise and meets the objectives of the activity.

Monthly Progress Report: Acceptable performance is that the ATR is satisfied that he is being kept informed of the status of work performed and of issues requiring his attention.

Management: Performance will be measured against the following metrics: (1) accomplishment of objectives; (2) clear, incremental progress; (3) responsiveness to issues; (4) efficient and appropriate staffing; and (5) coordination with and good working relationship with ATR and other related contractor efforts, if applicable.

APPLICABLE DOCUMENTS:

None.

TASK END DATE: 8/15/01**MILESTONES/DELIVERABLES AND DATES:**

Progress Reports: due monthly, the 15th of the month

Trip Reports: due one week subsequent to travel

Documentation Review Reports: due 2 weeks after review request by the government

PERFORMANCE STANDARDS:

Schedule: On-time delivery of the above

Technical: Acceptance by the ATR

FINAL DELIVERY DESTINATION (NAME, BLDG, ROOM):

Mike Donnelly, building 16, room 100G